

SPECIAL REQUIREMENTS

Lottery Special Space Requirements

Square Footage:

- 2750 sq. ft. office space to include restrooms and breakroom
- 1500 sq. ft. warehouse space
- 400 sq. ft. customer reception area
- 350 sq. ft. conference room

Total Square Footage Requirements: 5,000 sq. ft.

Additional Office and Warehouse Requirements:

- Breakroom to have counter and sink
- Commercial grade carpeting for office area, reception area, and conference room
- Office area to include one 10' x 12' manager's ceiling high office
- General office area to be outfitted with modular furniture
- Warehouse to accommodate the movement, loading, and unloading of standard pallets
- Warehouse floor to be treated concrete and able to accommodate rack storage
- Office area to accommodate approximately 20-25 staff

Utilities:

- HVAC, water, sewer, and electrical utilities to be included in the overall cost of the lease

Janitorial and Rubbish Removal:

- Janitorial services and rubbish removal to be supplied by the owner
- Janitorial services to be performed during normal business hours
- Janitorial supplies to be provided by the owner

Building Security:

- Office and warehouse area must be fully securable
- Lottery will provide its own security system
- Lottery staff must have 24/7 access to office and warehouse area

Parking:

- 50 to 75 off street parking
- 4 handicap parking close to office entrance

Location:

- Alternate locations to be within a 5 mile radius of present location